

GLO-1 CRUDE OIL/CONDENSATE PRODUCTION REPORT BUSINESS RULES

**DRAFT – FOR REVIEW ONLY
NOT TO BE IMPLEMENTED UNTIL
PRODUCTION YEAR/MONTH – JANUARY 2011**

Electronic Reporting Cell Address	Field Name	Description
A1	Disclaimer Line 1	Required field. Protected area. Do not modify this cell. Cell must read as follows: Texas General Land Office Oil and Condensate Production/Royalty Report (GLO-1E rev 02/01/2011)
A2	Disclaimer Line 2	Required field. Protected area. Do not modify this cell. Cell must read as follows: Disclaimer: This system is made available by the General Land Office, an agency of the state of Texas. Neither the state
A3	Disclaimer Line 3	Required field. Protected area. Do not modify this cell. Cell must read as follows: of Texas, nor any agency thereof, nor any of their employees, makes any warranty, express or implied, directly or indirectly
A4	Disclaimer Line 4	Required field. Protected area. Do not modify this cell. Cell must read as follows: or assumes any legal liability or responsibility for the accuracy, completeness, or usefulness of any information, apparatus,
A5	Disclaimer Line 5	Required field. Protected area. Do not modify this cell. Cell must read as follows: Product or process related to the use of this system.
A6	Disclaimer Line 6	Required field. Protected area. Do not modify this cell. Cell must read as follows: The entire risk arising out of the use or performance of this system remains with the lessee. Neither the state of Texas,
A7	Disclaimer Line 7	Required field. Protected area. Do not modify this cell. Cell must read as follows: Nor any agency thereof shall be liable for any damages of any kind whatsoever arising out of this system.
Row 8		Required blank row.

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Electronic Reporting Cell Address	Field Name	Description
A9	Reporting Company Customer ID	Required field. Protected area. Do not modify this cell. Cell must read as follows: Reporting Company Customer ID:
B9	Reporting Company Customer ID	Required field. Enter the Reporting Company Customer ID assigned by the GLO. Must match GLO database. Format: C000000000.
A10	Reporting Company Name	Required field. Protected area. Do not modify this cell. Cell must read as follows: Reporting Company Name:
B10	Reporting Company Name	Required field. Enter the reporting company name. Must match exact format as GLO database.
A11	Blanket Authorization # (BAN)	Required field. Protected area. Do not modify this cell. Cell must read as follows: Blanket Authorization # (BAN):
B11	Blanket Authorization Number	Required field. Enter the 4-digit blanket authorization number (BAN) assigned to the reporting company by the GLO. This BAN must match the BAN assigned for the Reporting Company Customer ID in GLO database.
A12	Date Prepared	Required field. Protected area. Do not modify this cell. Cell must read as follows: Date Prepared:
B12	Date Prepared	Enter date prepared, MM/DD/YYYY format.
A13	Telephone #	Required field. Protected area. Do not modify this cell. Cell must read as follows: Telephone #:
B13	Telephone #	Required field. Enter the telephone number of the royalty payer's contact. Enter numbers only. Do not include parenthesis () around the area code or the dash (-) between the exchange the number. Formatting occurs when the cell is exited.

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Electronic Reporting Cell Address	Field Name	Description
A14	Prepared By	Required field. Protected area. Do not modify this cell. Cell must read as follows: Prepared By:
B14	Prepared By	Required field. Enter the name of the reporting company's contact. Cannot exceed 100 characters.
A15	E-Mail Address	Required field. Protected area. Do not modify this cell. Cell must read as follows: E-Mail Address:
B15	E-Mail Address	Required field. Enter the E-Mail address of the royalty payer's contact. Cannot exceed 100 characters.
Row 16		Required blank row.
A17	Report #	Required field. Protected area. Do not modify this cell. Cell must read as follows: Report #:
B17	Report #	Required field when reporting lease information in the corresponding column. Enter a unique number, up to 4 digits, for each report submitted within the batch.
A18	Production Year-Month	Required field. Protected area. Do not modify this cell. Cell must read as follows: Production Month-Year:
B18	Production Year-Month	Required field. Enter the year/month of reported production. The format is YYYYMM.
A19	State Lease #	Required field. Protected area. Do not modify this cell. Cell must read as follows: State Lease #:

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Electronic Reporting Cell Address	Field Name	Description
B19	State Lease #	<p>Required field.</p> <p>Enter the 6-digit state lease number for reported production, which must match the GLO database. Enter preceding zeros if necessary. Unit number and lease number must be verified with GLO database if unit number is reported.</p> <p>Do not include the alpha prefix, i.e., M or MF.</p>
A20	RRC Oil District and Lease #	<p>Required field. Protected area. Do not modify this cell. Cell must read as follows:</p> <p>RRC Oil District and Lease #:</p>
B20	RRC Oil District and Lease #	<p>Enter district and RRC Oil Lease number assigned by the RRC.</p> <p>Format 03-12345. Must be blank if RRC Gas District and well ID or RRC Permit Number is not blank. Must be verified against GLO database.</p>
A21	RRC Gas District and Well ID	<p>Required field. Protected area. Do not modify this cell. Cell must read as follows:</p> <p>RRC Gas District and Well ID:</p>
B21	RRC Gas District and Well ID	<p>Enter the Gas Well ID assigned by the RRC.</p> <p>Format 03-123456. Must be blank if RRC Oil District and Lease # or RRC Permit number is not blank. Must be verified against GLO database.</p>
A22	RRC Drilling Permit Number	<p>Required field. Protected area. Do not modify this cell. Cell must read as follows:</p> <p>RRC Drilling Permit Number:</p>
B22	RRC Drilling Permit Number	<p>Enter the permit number if the well has not been assigned an ID number by the RRC.</p> <p>Format 03-123456. Must be blank if RRC Oil District and Lease # or RRC Gas District and Well ID is not blank.</p>
A23	RRC Field Name	<p>Required field. Protected area. Do not modify this cell. Cell must read as follows:</p> <p>RRC Field Name:</p>
B23	RRC Field Name	<p>Required Field. Enter Field Name assigned by the RRC.</p>
A24	RRC Lease Name	<p>Required field. Protected area. Do not modify this cell. Cell must read as follows:</p> <p>RRC Lease Name:</p>

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Electronic Reporting Cell Address	Field Name	Description
B24	RRC Lease Name	Required field. Enter Lease Name assigned by the RRC.
A25	Property Alias Name	Required field. Protected area. Do not modify this cell. Cell must read as follows: Property Alias Name:
B25	Property Alias Name	Field not required. For reference only. The user's description of the field or tract being reported.
A26	Type of Report: Unitized/Non Unit	Required field. Protected area. Do not modify this cell. Cell must read as follows: Type of Report: Unitized/Non Unit:
B26	Type of Report: Unitized/Non Unit	Required field. Enter Unitized or Non Unit only. Enter Unitized if the RRC ID is in a GLO Unit. Enter Non Unit if the RRC ID is a lease well attached to a Non-Unitized GLO state lease.
A27	Unit Number	Required field. Protected area. Do not modify this cell. Cell must read as follows: Unit Number:
B27	Unit Number	Required field when unitized. Must be blank if non-unit. Enter unit # assigned by the GLO. Unit # and GLO state lease # must match the GLO database.
A28	Tract Participation Factor	Required field. Protected area. Do not modify this cell. Cell must read as follows: Tract Participation Factor:
B28	Tract Participation Factor	Required field when Unitized is selected. Must be blank if non-unit. Enter the tract participation factor up to 6 decimal places.
A29	Original Report	Required field. Protected area. Do not modify this cell. Cell must read as follows: Original Report:

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Electronic Reporting Cell Address	Field Name	Description
B29	Original Report	Required field. Enter either 'Yes' or 'No'. Reversing and Rebooking Reports must be 'No'.
A30	Report ID	Required field. Protected area. Do not modify this cell. Cell must read as follows: Report ID:
B30	Report ID	If a Rebooking Report, optionally enter the GLO assigned original Report ID. Amendments will have to be effected through a reverse and rebook process. The reporting company could file a rebook report and provide the original Report ID so that the GLO could create the reversing report. Alternatively, the reporting company could file both the reversing and rebooking reports.
A31	Override Code	Required field. Protected area. Do not modify this cell. Cell must read as follows: Override Code:
B31	Override Code	This field is not to be used except in unusual circumstances. Reporting company has to first contact Royalty Financial Operations and obtains an override code so the report could be accepted by the reporting control system.
A32	Annual Report?	Required field. Protected area. Do not modify this cell. Cell must read as follows: Annual Report?
B32	Annual Report?	Required field. Enter 'Yes' or 'No'. If 'Yes', must follow annual reporting procedures.
A33	Operator Customer ID	Required field. Protected area. Do not modify this cell. Cell must read as follows: Operator Customer ID:
B33	Operator Customer ID	Required field. Enter the Operator's customer ID assigned by the GLO. Must match GLO database. Format: C000000000.

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Electronic Reporting Cell Address	Field Name	Description
A34	Is this the Gross Production/Volume disposition report?	Required field. Protected area. Do not modify this cell. Cell must read as follows: Is this the Gross Production/Volume disposition report?
B34	Is this the Gross Production/Volume Disposition report?	Required field. Enter 'Yes' or 'No'. If 'Yes', it is a Gross Production/Volume Disposition report and will account for all production and disposition volumes for Non-Unit Reports and Unitized Report on the low numbered GLO state lease in the unit. The Gross Production/Volume Disposition report may also account for operator royalty volumes attributable to the GLO state lease. Must be 'No' if not low numbered lease within a unit. If Gross Production/Volume Disposition = 'No,' the report will only account for net dispositions and royalty calculations attributable to the GLO state lease for: <ul style="list-style-type: none"> • Multiple marketing arrangements with differing pricing • Reports on unitized leases other than the low numbered GLO state leases in the unit. • Working interest owners reporting their interest.
A35a	Purchaser Tax ID	Required field. Protected area. Do not modify this cell. Cell must read as follows: Purchaser Tax ID:
B35	Purchaser Tax ID	Required field when the royalty due is greater than zero. Enter the Purchaser's 11-digit state of Texas Tax ID. A valid Tax ID can contain numbers only, must have 11 digits, and the first digit must be a 1, 2, or 3. The Tax ID must be the same number assigned to the reporting company by the state of Texas Comptroller's Office.
A36	Is this sale to an affiliated entity?	Required field. Protected area. Do not modify this cell. Cell must read as follows: Is this sale to an affiliated entity?
B36	Is this sale to an affiliated entity?	Required field. Must answer 'Yes' or 'No'.
A37	Royalty Payer Customer ID	Required field. Protected area. Do not modify this cell. Cell must read as follows: Royalty Payer Customer ID:

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Electronic Reporting Cell Address	Field Name	Description
B37	Royalty Payer Customer ID	Required field when royalty due is greater than zero. Enter the Royalty Payer Customer ID assigned by the GLO. Must match GLO database. Format: C000000000.
A38	Does the GLO take its oil In-Kind?	Required field. Protected area. Do not modify this cell. Cell must read as follows: Does the GLO take its oil In-Kind?
B38	Does the GLO take its oil In-Kind?	Required field. Enter 'Yes' or 'No'. Will be verified against GLO database. If 'Yes', no royalty due calculations required.
A39	Beginning Stock	Required field. Protected cell. Do not modify this cell. Cell must read as follows: Beginning Stock:
B39	Beginning Stock	Enter the beginning stock of crude oil or condensate. This figure is the ending stock from the previous month. Include up to six digits to the right of the decimal. May contain volume only if Gross Production/Volume Disposition Report = "Yes." Must be blank or zero if Gross Production/Volume Disposition report = "No."
A40	Gross Production	Required field. Protected area. Do not modify this cell. Cell must read as follows: Gross Production:
B40	Gross Production	Enter the total volume of oil or condensate produced during the reported production month. Include up to six digits to the right of the decimal. May contain volume only if Gross Production/Volume Disposition Report = "Yes." Must be blank or zero if Gross Production/Volume Disposition report = "No."
A41	Dispositions	Required field. Protected area. Do not modify this cell. Cell must read as follows: Dispositions:
A42	0 Pipeline	Required field. Protected area. Do not modify this cell. Cell must read as follows: 0 Pipeline:

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B42	0 Pipeline	Enter the total volume run to a pipeline. Include up to six digits to the right of the decimal. May contain volume only if Gross Production/Volume Disposition Report = "Yes." Must be blank or zero if Gross Production/Volume Disposition report = "No."
A43	1 Truck	Required field. Protected area. Do not modify this cell. Cell must read as follows: 1 Truck:
B43	1 Truck	Enter the total volume moved from the lease by truck. Include up to six digits to the right of the decimal. May contain volume only if Gross Production/Volume Disposition Report = "Yes." Must be blank or zero if Gross Production/Volume Disposition report = "No."
A44	2 Tank Car or Barge	Required field. Protected area. Do not modify this cell. Cell must read as follows: 2 Tank Car or Barge:
B44	2 Tank Car or Barge	Enter the total volume moved from the lease by tank car or barge. Include up to six digits to the right of the decimal. May contain volume only if Gross Production/Volume Disposition Report = "Yes." Must be blank or zero if Gross Production/Volume Disposition report = "No."
A45	3 Tank Cleaning Net Oil/Condensate	Required field. Protected area. Do not modify this cell. Cell must read as follows: 3 Tank Cleaning Net Oil/Condensate:
B45	3 Tank Cleaning Net Oil or Condensate	Enter the total volume used for lease tank cleanings – net oil carries a royalty obligation. Include up to six digits to the right of the decimal. NOTE: Do not include basic sediment and water (BS&W). Show basic sediment and water as oil disposition code 6. May contain volume only if Gross Production/Volume Disposition Report = "Yes." Must be blank or zero if Gross Production/Volume Disposition report = "No."
A46	4 Circulating Oil/Condensate	Required field. Protected area. Do not modify this cell. Cell must read as follows: 4 Circulating Oil/Condensate:

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Electronic Reporting Cell Address	Field Name	Description
B46	4 Circulating Oil/Condensate	<p>Enter the total volume of oil/condensate moved from the lease for use as work oil, frac oil or load oil. This volume has a royalty obligation. Include up to six digits to the right of the decimal.</p> <p>May contain volume only if Gross Production/Volume Disposition Report = "Yes." Must be blank or zero if Gross Production/Volume Disposition report = "No."</p>
A47	5 Lost or Stolen	<p>Required field. Protected area. Do not modify this cell. Cell must read as follows:</p> <p>5 Lost or Stolen</p>
B47	5 Lost or Stolen	<p>Enter the total volume of oil/condensate lost by leaks, spills, theft, or losses caused by fire. This volume carries a royalty obligation. Include up to six digits to the right of the decimal.</p> <p>May contain volume only if Gross Production/Volume Disposition Report = "Yes." Must be blank or zero if Gross Production/Volume Disposition report = "No."</p>
A48	6 Basic Sediment and Water	<p>Required field. Protected area. Do not modify this cell. Cell must read as follows:</p> <p>6 Basic Sediment and Water:</p>
B48	6 Basic Sediment and Water	<p>Enter the total volume of basic sediment and water (BS&W) from tank cleaning and all other sources. Include up to six digits to the right of the decimal.</p> <p>NOTE: The net oil is shown in disposition code 3.</p> <p>May contain volume only if Gross Production/Volume Disposition Report = "Yes." Must be blank or zero if Gross Production/Volume Disposition report = "No."</p>
A49	7A Other - Royalty Due	<p>Required field. Protected area. Do not modify this cell. Cell must read as follows:</p> <p>7A Other - Royalty Due:</p>
B49	7A Other - Royalty Due	<p>Enter the total volume of marketable oil used for lease use, road oil, etc. These volumes carry a royalty obligation. Include up to six digits to the right of the decimal.</p> <p>May contain volume only if Gross Production/Volume Disposition Report = "Yes." Must be blank or zero if Gross Production/Volume Disposition report = "No."</p>

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A50	7B Other - No Royalty Due	Required field. Protected area. Do not modify this cell. Cell must read as follows: 7B Other - No Royalty Due:
B50	7B Other - No Royalty Due	Enter the total volume of any other disposition(s) that do not carry a royalty obligation. Include up to six digits to the right of the decimal. NOTE: Water bleed-offs have no royalty due. Stock amendments do not carry an immediate royalty obligation. However, the amendment will result in royalty as it flows through to net barrels. May contain volume only if Gross Production/Volume Disposition Report = "Yes." Must be blank or zero if Gross Production/Volume Disposition report = "No."
A51	8 Skim Liquid Hydrocarbons	Required field. Protected area. Do not modify this cell. Cell must read as follows: 8 Skim Liquid Hydrocarbons:
B51	8 Skim Liquid Hydrocarbons (Oil)	Enter the total volume of oil/condensate recovered from a salt-water gathering system prior to injection or other disposal of the water. This volume carries a royalty obligation. Include up to six digits to the right of the decimal. May contain volume only if Gross Production/Volume Disposition Report = "Yes." Must be blank or zero if Gross Production/Volume Disposition report = "No."
A52	9 Scrubber Oil	Required field. Protected area. Do not modify this cell. Cell must read as follows: 9 Scrubber Oil:
B52	9 Scrubber Oil	Enter total volume of liquid hydrocarbons that are accumulated prior to compression of the gas, in lines gathering casinghead gas to a processing plant. This volume carries a royalty obligation. Include up to six digits to the right of the decimal. May contain volume only if Gross Production/Volume Disposition Report = "Yes." Must be blank or zero if Gross Production/Volume Disposition report = "No."
A53	Ending Stock	Required field. Protected area. Do not modify this cell. Cell must read as follows: Ending Stock:

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B53	Ending Stock	<p>Enter the volume of crude oil and/or condensate remaining at the end of the month. Ending Stock is the sum of (Beginning Stock + Gross Production) - (0 Pipeline + 1 Truck + 2 Tank Car or Barge + 3 Tank Cleaning Net Oil/Condensate + 4 Circulating Oil/Condensate + 5 Lost or Stolen + 6 Basic Sediment and Water + 7A Other - Royalty Due + 7B Other - No Royalty Due + 8 Skim Liquid Hydrocarbons + 9 Scrubber Oil).</p> <p>In simpler terms: Ending Stock = (Beginning Stock + Gross Production) - (the sum of all dispositions). Include up to six digits to the right of the decimal.</p> <p>May contain volume only if Gross Production/Volume Disposition Report = "Yes." Must be blank or zero if Gross Production/Volume Disposition report = "No."</p>
A54	Drip Oil	<p>Required field. Protected area. Do not modify this cell. Cell must read as follows:</p> <p>Drip Oil:</p>
B54	Drip Oil	Enter the total volume of drip oil sold. Include up to six digits to the right of the decimal.
A55	Does the Royalty Due Net Barrels Represent The Entire Royalty Obligation?	<p>Required field. Protected area. Do not modify this cell. Cell must read as follows:</p> <p>Does the Royalty Due Net Barrels Represent The Entire Royalty Obligation?</p>
B55	Does the Royalty Due Net Barrels Represent The Entire Royalty Obligation?	<p>Required field. Enter 'Yes' or 'No'.</p> <p>Enter 'Yes' if the volume on line 56 represents the entire royalty obligation of this lease/RRC id combination. Enter 'No' if this report accounts for less than 100% of the royalty obligation. Also enter 'No' if another company is reporting and/or paying part of the royalty obligation.</p>
A56	Royalty Due Net Barrels	<p>Required field. Protected area. Do not modify this cell. Cell must read as follows:</p> <p>Royalty Due Net Barrels:</p>
B56	Royalty Due Net Barrels	Include up to six digits to the right of the decimal. This will be the volume allocated to the lease if it is a Unitized report. This may be the non-operators' interest.

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Electronic Reporting Cell Address	Field Name	Description
A57	API Gravity	Required field. Protected area. Do not modify this cell. Cell must read as follows: API Gravity
B57	API Gravity	Required field when royalty due Net Barrels is greater than zero. Enter the American Petroleum Institute gravity of the barrels that carry a royalty obligation. Use weighted average when necessary. Include up to six digits to the right of the decimal. The reported value must be greater than 12.000000. Must be blank when royalty due Net Barrels is zero or blank.
A58	Unit Value	Required field. Protected area. Do not modify this cell. Cell must read as follows: Unit Value:
B58	Unit Value	Required field when royalty due Net Barrels is greater than zero. Enter the value per barrel of oil for royalty purposes. The price or value should already be adjusted for gravity, if applicable. Use weighted average when necessary. All barrels that were not sold but carry a royalty obligation should be valued the same as sales. Include up to six digits to the right of the decimal. Must be blank when royalty due Net Barrels is zero or blank.
A59	Gross Value	Required field. Protected area. Do not modify this cell. Cell must read as follows: Gross Value:
B59	Gross Value	Required field when royalty due Net Barrels is greater than zero. Enter the total gross value of the net barrels. This is figured by multiplying the number of net barrels by the unit value. Round to two decimal places. Must be blank when royalty due Net Barrels is zero or blank. Zero is invalid in this field.
A60	Royalty Decimal	Required field. Protected area. Do not modify this cell. Cell must read as follows: Royalty Decimal:

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Electronic Reporting Cell Address	Field Name	Description
B60	Royalty Decimal	<p>Required field when gross value is greater than zero.</p> <p>Enter the lease royalty interest as a decimal. Do not use a percentage or a fraction. Include six digits to the right of the decimal.</p> <p>The reported royalty decimal must match the GLO database.</p> <p>The correct royalty decimal could be entered even if not used in royalty calculations.</p>
A61	Royalty Due	<p>Required field. Protected area. Do not modify this cell. Cell must read as follows:</p> <p>Royalty Due:</p>
B61	Royalty Due	<p>Required field when gross value is greater than zero.</p> <p>Enter the total royalty due. This is figured by multiplying the total gross value by the royalty decimal. Round to two decimal places.</p> <p>Must be blank when gross value is blank.</p>
A62	Comments	<p>Required field. Protected area. Do not modify this cell. Cell must read as follows:</p> <p>Comments:</p>
B62	Comments	<p>Optional Field. Enter comments to explain unusual reporting situations.</p> <p>Field limited to 500 characters.</p>
A63	Blank Line For a Future Field	
A64	Blank Line For a Future Field	
A65	Blank Line For a Future Field	
A66	Blank Line For a Future Field	
A67	Blank Line For a Future Field	